



Indiana Professional Standards Board

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FRIDAY UPDATE APRIL 22, 2005

BEGINNING TEACHERS' INVENTORY DEADLINE

The Beginning Teachers' Inventory (Year 1 Internship for Rules 46-47 teachers) needs to be completed by the building principal and submitted to the IPSB offices by May 1st. The form can be downloaded at http://www.in.gov/psb/beginningteachers/internship/Inventory_statement.doc.

Certified Mentor Training programs should submit a copy of their 2004-2005 mentor enrollment to the IPSB offices by April 22nd. A copy of the form can be obtained from Kent Stoelting (kstoelting@psb.in.gov).

EMERGENCY PERMIT INFORMATION

Attached to this e-mail is information about the emergency permit for the 2005-2006 school year including the annual letter with reminders about policy and procedures regarding the emergency permit, the emergency permit checklist, and the updated approved confirmation form for the emergency permit.

Emergency permit applications, along with hard copies of the items attached will be mailed out in early June.

In addition, we will be strictly adhering to the twelve-week deadline for submission of the emergency permit. The application for the permit must be postmarked within twelve weeks of the person's first day in the assignment, as listed in Section A of the emergency permit application. Any application that arrives with a postmark after the twelve week period will be denied. To assist you with this, we have attached a chart which will show you when the materials must be postmarked in comparison to the starting date.

Please let me know if you have any questions about the emergency permit information.

See page <http://www.in.gov/psb/visitors/emergencypermit.html> for link to documents included with this message